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Approved For Release 2002/08/06 : CIA-RDP78-04722A000300010025-7

OPERATIONS DIRECTORATE SUPPORT OFFICERS' MEETING

DDS Conference Room

28 March 1973

1. Present were:

25X1A

2. No regular DDO Staff Meeting.

3. Other items of interest.

a. Reorganization Plans. The DD/M&S observed today that some reorganization of functions and activities may be undertaken in the future, but that any such action will occur only after the pros and cons have been fully studied and analyzed. When all concerned believe a change is desirable, it will be announced in due course. He noted that a decision has been made to transfer all computer assets to the Management and Services Directorate and the first part of this consolidation will occur effective about 2 April when the Office of Computer Services will become an office under M&S. OCS will have a new name, Office of Joint Computer Services, and Jack Iams will be the Office Director. In time the computer facilities in CRS of DDI and those in DDO will also move to the M&S Directorate with a target date of about ten months from now to have a completely integrated system.

b. Quarterly Credit Union Statements. We have been reminded that the next quarterly statements for the Credit Union will be distributed in mid-April. We 25X1 believe that the problems previously experienced have been resolved, and that

name statements are pouched. They should be opened, sterilized, and re-sealed in new envelopes before being forwarded. We should also appreciate it if you could advise us of the approximate number of statements which have to be corrected and forwarded.

25X1A c. Telephone Answering Procedures. An Agency Notice will be distributed very soon calling for a change in answering telephones. 25X1 is drafting

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implementing instructions for DDO elements. Until you receive those, continue your present practices.

d. Support Staff - Support Group. The change from DD/S to DD/M&S does not now change the designation of your staff or group or your title as "Chief of Support."

e. M&S Career Service Designations. The present career service designations applied under the former Support Directorate will continue for the time being.

f. New Outgoing Cable Form. The new forms, designed for use with the optical scanner, are now available and some of you are using them. Suggest all of you go to the new form with the cable ball.

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g.

h. Planned Retirement of "S" Officers

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GS-18	31 May '73
GS-16	30 June '73
GS-16	30 June '73
GS-15	30 June '73
GS-15	30 June '73
GS-14	30 June '73

i. Excess Exercise. All "S" careerists affected by this exercise have been notified.

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j. Support Assignments

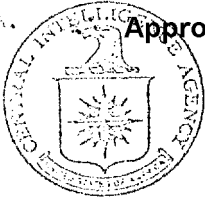
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	Aug '73
DC/OBGI/Support	June '73
Admin Officer, DFS	April '73
D Careerist - to Headquarters summer '73 for language training and subsequent assignment to WH.	

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k. QSI.

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CENTRAL INTELLIGENCE AGENCY

WASHINGTON, D.C. 20305

OFFICE OF THE DIRECTOR

Executive Registry

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March 22, 1973

MEMORANDUM FOR: Deputy Director for Intelligence
Deputy Director for Operations
Deputy Director for Science and Technology
✓ Deputy Director for Support
Deputy to the DCI for the Intelligence Community
Director of National Estimates
General Counsel
Inspector General
Legislative Counsel
Director of Current Intelligence
Special Assistant for Vietnamese Affairs

SUBJECT: Visits to the Headquarters by Employees'
Wives and Husbands

Effective immediately, wives, husbands and children of employees will be welcome to visit the offices of the employees and to join them for meals in the North Cafeteria, Rendezvous Room and the Executive Dining Room. Visitors are not permitted in the South Cafeteria and reasonable discretion should be exercised in utilizing the Executive Dining Room because of its limited facilities. Employees should inform the Chief, Building Security Branch, Office of Security, extension at least the day before such visits. The visiting spouse should come to the reception area at the main entrance where he or she will be identified by the employee and issued a Visitor - Escort Required badge. While in Agency buildings the spouse will be the responsibility of the employee and will be properly escorted at all times.

STATINTL

Executive Assistant to the Director

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1. CONSUMER PRICE INDEX (CPI) REACHED 128.6 DURING FEBRUARY. COST OF LIVING INCREASE OF MORE THAN FIVE PERCENT SEEMS ASSURED FOR THOSE ON RETIRED ROLLS AS OF 1 JULY 1973.

2. NOW HAVE EXCEPTION TO 30 JUNE 1974 TO RULE THAT ORGANIZATION PLAN LIFE INSURANCE MUST BE IN EFFECT 10 YEARS BEFORE RETIREMENT TO CARRY IT INTO RETIREMENT. IF INSURANCE IN EFFECT ON 1 JANUARY 1973 IT MAY BE CARRIED INTO RETIREMENT WITH EMPLOYEE PAYING PREMIUMS UNTIL IT IN EFFECT 10 YEARS OR EMPLOYEE REACHES AGE 60, WHICHEVER COMES FIRST. IF IN EFFECT 10 YEARS AT AGE 60, COVERAGE CONTINUES FOR LIFE AT REDUCED LEVEL WITHOUT COST. IF NOT, COVERAGE LAPSES AT AGE 60.

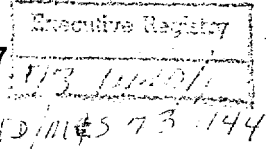


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CENTRAL INTELLIGENCE AGENCY

WASHINGTON, D.C. 20505

OFFICE OF THE DIRECTOR



Substantive

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March 22, 1973

MEMORANDUM FOR: Deputy Director for Intelligence
Deputy Director for Operations
Deputy Director for Science and Technology
✓ Deputy Director for Support
Deputy to the DCI for the Intelligence Community
Director of National Estimates
General Counsel
Inspector General
Legislative Counsel
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